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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activity Report #10

DATE: 9 March 1956

1. SIGNIFICANT ITEMS: None11. OTHER ITEMS:

A. Projects Underway

1. Revision of CIA Regulation [] Draft awaiting policy suggestions from IETS and procedural modifications from the Administrative Branch. 25X1
2. Overseas military mobilization requirements. Review of personnel staffing patterns proposed by the Theaters and the Military Personnel Division, Office of Personnel, is underway.
3. Preparation of staff studies and other planning documents relative to the OTR War Plan has been initiated. End-products of this plan will include Annex 1, War Training Annex to the Global War Plan, a wartime headquarters training organization and other directives required by the current Hot War Planning Program. [] of the Operations School will assist the staff in this work. 25X1
4. New Building Plans - All Agency components have been required to submit:
 - a. Narrative analysis of its working relationships;
 - b. A new determination of its office-type space requirements;
 - c. A new determination of its other space requirements.

[] has completed a. and b. and will prepare c., including classroom space requirements of other Agency components for review of Staff and School Chiefs before forwarding to Building Plans Staff.

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JOB NO. [] DOC. NO. 41 NO CHANGE
 IN CLASS/ DECLASS. CLASS CHANGED TO: TS SECRET. JUST 22
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5. Reading Improvement course for new personnel. This Staff is preparing a study to determine the course of action to be recommended by OTR to the DD/S relative to the DCI's remark that all new personnel should receive basic training in reading improvement.
- B. This Staff has initiated a study, in response to a request from the Chief, A & E Staff, which pertains to the development of a cadre of psychologists who could be immediately brought on duty if a national emergency should occur.
- C. Long term schedule of courses at the DTR's request. This Staff will coordinate the issuance of a long term schedule of courses through June 1957 for distribution to the field prior to June 1956.
- D. Global War Plan - February 1956 Draft of this plan has been received from PPC-DD/P for comments.
- E. During Course No. 8 this office processed the requests of 48 individuals for attendance at individual lectures at The National War College.
111. PERSONNEL ITEMS: None

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